

# Job Title: ENGINEERING TECH V - BITUMINOUS MIXTURES CONTROL SUPERVISOR - IPR#45720

**Agency :** Department of Transportation

**Closing Date/Time:** 05/05/2023

**Salary:** \$5,120 - \$9,155 MONTHLY

**Job Type:** Salaried Full Time

**County:** Peoria

**Number of Vacancies:** 1

**Plan/BU:** NR916 - Protech Teamsters

**This position is a union position; therefore, provisions of the relevant collective bargaining agreement/labor contract apply to the filling of this position.**

**All applicants who want to be considered for this position MUST apply electronically through the [illinois.jobs2web.com](https://illinois.jobs2web.com) website. State of Illinois employees should click the link near the top left to apply through the SuccessFactors employee career portal.**

**Applications submitted via email or any paper manner (mail, fax, hand delivery) will not be considered.**

## Agency Mission Statement

The Illinois Department of Transportation is seeking to hire a Bituminous Mixtures Control Supervisor.

The IDOT team works diligently to provide safe, cost-effective transportation for Illinois in ways that enhance quality of life, promote economic prosperity and protect our environment. We are problem solvers and leaders, constantly searching for innovations and improvements in support of our commitment to providing the best multimodal transportation system for Illinois.

Our team fosters a culture of inclusivity. We value diversity and hold ourselves to the highest ethical standards as we work together for a common purpose. Team members frequently collaborate with colleagues and others outside the department to best meet customer needs.

The department offers extensive training and career advancement opportunities. Employees also receive a robust benefit package including:

- Monday-Friday work schedule
- Flexible work schedules are available in many program areas.
- Health, Life, Vision, and Dental Insurance
- Pension Plan
- (10) Weeks paid Maternity/Paternity Leave
- Deferred Compensation Program and other pre-tax benefit programs (Medical/Daycare)
- Employees earn (12) paid Sick Days annually.
- New Employees earn (10) paid Vacation Days their first year of service and can earn up to (25) paid Vacation Days annually.
- Employees earn (3) paid Personal Days annually.
- (13-14) paid holidays annually (based on start date)
- Tuition Reimbursement

We invite qualified applicants to apply to become part of our team. We are confident that you will take pride in serving Illinois and its residents and visitors.

## Job Responsibilities

This position is responsible for assuring that all materials and procedures used for the production of bituminous mixtures in the District are in accordance with the contract documents.

Subordinate Personnel:	3 Direct- 4 Indirect
Mixture Producers:	5-10 Bituminous Plants
Construction Value of Mixed Products:	\$50 to \$150 Million

This position reports to the Mixtures Control Engineer. Reporting directly to this position are the Bituminous Mixture Design Specialist and the Senior Bituminous Mix Area Quality Assurance Technicians.

The incumbent's primary responsibility is the Quality Assurance of all bituminous mixtures produced in the District.

The incumbent is responsible for assuring materials, procedures, and resultant products are acceptable and in accordance with the contract documents. This Quality Assurance involves the design of mixtures, the survey and calibration of all hot-mix plants; the sampling and testing of ingredient materials and final mixtures; the observation and evaluation of nuclear density testing; and the reporting of all test results.

This position requires a thorough knowledge of the requirements, design, chemical additives, plant operation, proportioning, testing, production, and placement procedures of mixtures. This position also requires the incumbent to maintain a direct communicative relationship with resident engineers and technicians, contractors, and material producers. Also required is an intimate knowledge of production and construction time schedules.

Typical problems involve coordinating available personnel with contractors' work schedules, identifying unsuitable material, supervising the adjustment of mixture proportions, and advising producers of corrective action needed. Resolutions to these problems are achieved by consulting producers, contractors and Department personnel to resolve problems in production, laydown and compaction. The greatest challenge for the incumbent is to ensure that all mixtures produced are of consistent quality and meet specifications.

### **(Job Responsibilities continued)**

The incumbent reviews all bituminous mixture reports; nuclear and core density reports; performs Independent Assurance sampling; surveys and calibrates all hot-mix plants; and maintains liaison with and approves hot mixture asphalt inspection for local agencies, consultants, and other governmental agencies. The incumbent reviews reports of the quality and quantity of mixtures produced in the district, conducts investigations of special problems and furnishes recommendations, and trains and equips personnel to perform job related duties.

The incumbent achieves their objectives through the following subordinate personnel:

Bituminous Mixture Design Specialist: Responsible for the design and performance monitoring of all bituminous mixture products within the District.

Senior Bituminous Mix Area Quality Assurance Technician: Responsible for the Quality Assurance and mixture proportioning for a portion of the District.

Bituminous Mix Area Quality Assurance Technician: Accountable for the proportioning of mixtures at specific production plants.

The incumbent has authority to act independently within the area of responsibility and consults with the Mixtures Control Engineer to advise of the progress of work problems involving severe violations of specifications and of situations which might become controversial. The incumbent recommends the purchase of supplies and equipment and changes in personnel assignments. The incumbent operates under Department Policies, Orders, Rules and Specifications.

The incumbent is in frequent contact with District personnel in the Construction, Local Roads and Support Sections and in the Bureau of Program Development; the Division of Aeronautics; the Central Bureau of Materials; and other Districts concerning mixtures proportioning, design and testing. Contacts outside the Department include consultants, city engineers, county engineers and other governmental agencies. Extensive travel is required within the District.

The incumbent's performance is evaluated annually by the quality of the mixtures produced in the District and by the performance of assigned personnel.

### **Principal Accountabilities**

1. Assures the proper design, proportioning, testing, and reporting of all related mixtures used on construction projects.
2. Assures that all mixtures comply with the contract documents.

3. Keeps supervisors informed of inspection shortages and test failures in a timely fashion.
4. Addresses problems during or after compaction.
5. Schedules human resources to monitor plant production and project needs.
6. Annually calibrates all bituminous concrete hot-mix plants in the district and reviews their production for consistency of quality.
7. Reviews all reports and nuclear and core density test reports received by the district.
8. Assures all bituminous data is input in MISTIC.
9. Trains, motivates, evaluates, and equips subordinate personnel.
10. Ensures subordinate staff performs duties in accordance with departmental rules, regulations, programs, practices and procedures.
11. Performs duties in compliance with departmental safety rules. Performs all duties in a manner conducive to the fair and equitable treatment of all employees.
12. Performs other duties as assigned.

## **Qualifications**

### **Position Requirements**

#### **Education/Experience**

- Completion of two years of college in civil engineering technology, pre-engineering, or a job-related technical/science curriculum PLUS six years of engineering experience OR
- Eight years of engineering experience
- Valid driver's license
- Extensive travel within the district

### **Position Desirables**

- Supervisory experience
- Ability to adjust quickly to shifting priorities and manage multiple tasks simultaneously
- Ability to work well under pressure in order to meet tight deadlines
- Knowledge of design and construction practices related to highway and bridge construction
- Ability to develop and maintain cooperative relationships with internal staff and external stakeholders
- Strong oral and written communication and organizational skills

**Work Hours:** 8:00 A.M. - 4:30 P.M. Monday-Friday

**Work Location:** 6508 W US Highway 150 Edwards, IL 61528-9435

**Office:** Office of Highways Project Implementation/Region 3/District 4/Project Implementation

**Agency Contact:** [DOT.CONTACTHR@ILLINOIS.GOV](mailto:DOT.CONTACTHR@ILLINOIS.GOV)

**Job Family:** Transportation; Environmental & Natural Resources; Leadership & Management; Science, Technology, Engineering & Mathematics

## **APPLICATION INSTRUCTIONS**

Use the "Apply" button at the top right or bottom right of this posting to begin the application process.

If you are not already signed in, you will be prompted to do so.

State employees should sign in to the career portal for State of Illinois employees – a link is available at the top left of the [Illinois.jobs2web.com](http://Illinois.jobs2web.com) homepage in the blue ribbon.

Non-State employees should log in on the using the "View Profile" link in the top right of the [Illinois.jobs2web.com](http://Illinois.jobs2web.com) homepage in the blue ribbon. If you have never before signed in, you will be prompted to create an account.

If you have questions about how to apply, please see the following resources:

State employees: Log in to the career portal for State employees and review the Internal Candidate Application Job Aid

Non-State employees: on [Illinois.jobs2web.com](http://Illinois.jobs2web.com) – click "Application Procedures" in the footer of every page of the website.

The main form of communication will be through email. Please check your “junk mail”, “spam”, or “other” folder for communication(s) regarding any submitted application(s). You may receive emails from the following addresses:

- donotreply@SIL-P1.ns2cloud.com
- systems@SIL-P1.ns2cloud.com